



CHECKLIST OF FILING REQUIREMENTS

FOR TENTATIVE PARCEL MAP TIME EXTENSIONS, EXPIRED MAPS, REVISED MAPS, AMENDMENTS OF CONDITIONS AND SUCCESSORS IN INTEREST

TIME EXTENSIONS

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| <input type="checkbox"/> Applicant's letter requesting Time Extension | <input type="checkbox"/> Environmental Review: |
| <input type="checkbox"/> Discretionary Permit Application Form (DPLU #346) | <input type="checkbox"/> Request to review prior environmental documents (DPLU #366) AND |
| <input type="checkbox"/> Ownership Disclosure Form (DPLU #305) | <input type="checkbox"/> Four copies of an Application for Environmental Initial Study (DPLU #367), with photos and USGS map OR |
| <input type="checkbox"/> New Project Service Availability Letters - Sewer (if applicable, Water, Fire, Schools (DPLU #399 S, W, F, SC), if service letters are older than 1 yr. | <input type="checkbox"/> Two copies of a letter requesting review of the previous EIR for the project. |
| <input type="checkbox"/> New Health Department Certification if on septic and/or wells | <input type="checkbox"/> Five copies of the Biological Resource Map. |
| <input type="checkbox"/> Acknowledgement of Filing Fees and Deposits (DPLU #126) | <input type="checkbox"/> Two copies of a Stormwater Management Plan |
| | <input type="checkbox"/> Applicable Fees |

REVISED MAP OR EXPIRED MAP

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| <input type="checkbox"/> Applicant's letter requesting revision and describing changes, if any. | <input type="checkbox"/> Typed list of all affected property owners by assessor's parcel number with name and address. |
| <input type="checkbox"/> Discretionary Permit Application Form (DPLU #346) | <input type="checkbox"/> One set of gummed labels on 8 ½" x 11" sheet with names and addresses of affected property owners. |
| <input type="checkbox"/> Ownership Disclosure Form (DPLU #305) | <input type="checkbox"/> One set of stamped, (no postage meters allowed) , business size envelopes, addressed with names and addresses of affected property owners. |
| <input type="checkbox"/> New Project Service Availability Letters – Sewer (if applicable), Water, Fire, Schools (DPLU #399 S, W, F, SC), if service letters are older than 1 yr. | <input type="checkbox"/> Notice of Proposed Subdivision Activity with vicinity map (DPLU #277) |
| <input type="checkbox"/> New Health Department Certification if on septic and/or wells. | <input type="checkbox"/> Public Notice Certification (DPLU #514). |
| <input type="checkbox"/> Environmental Review: | <input type="checkbox"/> Supplemental Public Notice Certification (DPLU #299). |
| <input type="checkbox"/> Request to review prior environmental documents (DPLU #366) AND | <input type="checkbox"/> Copies of the map: |
| <input type="checkbox"/> Four copies of an Application for Environmental Initial Study (DPLU #367), with photos and USGS map OR | <input type="checkbox"/> 30 legible prints folded to 8 ½" x 11" with lower right-hand corner exposed. |
| <input type="checkbox"/> Two copies of a letter requesting review of the previous EIR for the project. | <input type="checkbox"/> Resource Protection Study (DPLU #374 & #394). |
| <input type="checkbox"/> Five copies of the Biological Resource Map. | <input type="checkbox"/> Acknowledgement of Filing Fees and Deposits (DPLU #126). |
| <input type="checkbox"/> Public Notice Package: | <input type="checkbox"/> Applicable Fees. |
| <input type="checkbox"/> Current assessor's maps covering site and within 300', with a minimum of 20 different property owners. | |

AMENDMENT OF CONDITIONS

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| <input type="checkbox"/> Applicant's letter requesting and explaining amendment. | <input type="checkbox"/> Four copies of an Application for Environmental Initial Study (DPLU #367), with photos and USGS map OR |
| <input type="checkbox"/> Discretionary Permit Application Form (DPLU #346). | <input type="checkbox"/> Two copies of a letter requesting review of the previous EIR for the project. |
| <input type="checkbox"/> Environmental Review:
<input type="checkbox"/> Request to review prior environmental documents (DPLU #366) AND | <input type="checkbox"/> Five copies of the Biological Resource Map. |
| | <input type="checkbox"/> Two copies of a Stormwater Management Plan. |
| | <input type="checkbox"/> Applicable fees. |

REPLACEMENT MAP

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| <input type="checkbox"/> Applicant's letter requesting and explaining replacement. | <input type="checkbox"/> Copies of the map:
- 30 legible prints folded to 8 ½" x 11", with lower right hand corner exposed. |
| <input type="checkbox"/> Discretionary Permit Application Form DPLU #346). | <input type="checkbox"/> Applicable fees. |
| <input type="checkbox"/> New Project Service Availability Letters (Fire) School, Sewer, Water – DPLU#399F, Sc, S, W), If service letters are older than one year. | |
| <input type="checkbox"/> New Health Department certification may be required if substantial change is made to original Tentative Parcel Map. | |